

M e m o r a n d u m

Date: May 22, 2009

To: Woodland Area

Attention: Captain "Ike" D. R. Iketani

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.A7146.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Department's Property Inspector (PI) on March 11 - 12, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see attachments B, C, D, and E). Additionally, the PI chose items identified within your command and compared them to the appropriate inventory records.

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, sixty-eight of the eighty items were located. Three items could not be located, eight items were unavailable for inspection due to employees being out of the office, and one item was removed from the command by the Department of General Services (DGS) radio technician for repair. The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in attachment A.

When comparing equipment located at the command to the OPI inventory list, thirty-nine of the forty-four items reconciled, three items were not listed on the appropriate OPI inventory lists (two of the three were also missing decals) and two items require corrections be made to the command's property records. The property inspection results of equipment located at the command to the OPI inventory list are also summarized in attachment A.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. Please submit

Safety, Service, and Security

Woodland Area

Page 2

May 22, 2009

a memorandum in 90-days through Valley Division to the Office of Inspections verifying all discrepancies have been addressed.

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3162.


M. C. A. SANTIAGO
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Valley Division
Fiscal Management Section
Telecommunications Section
Office of the Academy
Office of Inspections ✓

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
Woodland Area
March 11, 2009 - March 12, 2009**

ATTACHMENT A

| EQUIPMENT DESCRIPTION | CHP NUMBER | LISTED ON PROPERTY RECORD BUT NOT FOUND | FOUND BUT NOT LISTED ON PROPERTY RECORD | MISSING DECAL | CORRECTION NEEDED TO PROPERTY RECORD | TRANSFER | NOT AVAILABLE FOR INSPECTION | COMMENTS |
|---|------------|--|---|------------------|---|----------|---------------------------------------|---|
| Canopy | 137979 | X | | | | | | Item not located. |
| Laptop | 145534 | | | | | | X | Employee "off" will return to work 4/09. |
| Laptop | 147482 | | | | | | X | Employee "off" will return to work 3/15/09. |
| TV Receiver/Monitor | 84701 | X | | | | | | Item not located. |
| TV, Sony, KDL-32L4000, S/N 6212110 | | | X | X | | | | New item/needs property tag. |
| CD/DVD, Sony, DVP-NS- 57P, S/N 7544223 | | | X | X | | | | New item/needs property tag. |
| Mobile Repeater | R-46981 | | | | X | | | Located in vehicle 1239746. |
| Citizen Band Radio | R-53596 | X | | | | | | Item not located. |
| Mobile Radio | R-58224 | | | | X | | | Located in vehicle 1218660. |
| Hand Held Radio | R-63302 | | | | | | X | Employee "off" will return to work 4/13/09. |
| Hand Held Radio | R-64848 | | | | | | X | DGS staff took for repair. |
| Hand Held Radio | R-65152 | | | | | | X | Employee "off" will return to work 3/30/09. |

OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
Woodland Area
March 11, 2009 - March 12, 2009

ATTACHMENT A

| EQUIPMENT DESCRIPTION | CHP NUMBER | LISTED ON PROPERTY RECORD BUT NOT FOUND | FOUND BUT NOT LISTED ON PROPERTY RECORD | MISSING DECAL | CORRECTION NEEDED TO PROPERTY RECORD | TRANSFER | NOT AVAILABLE FOR INSPECTION | COMMENTS |
|-----------------------|------------|--|---|------------------|---|----------|---------------------------------------|--|
| Control Head | R-77027 | | | | X | | | Located in vehicle 1270356. |
| Hand Held Radio | R-90444 | | | | | | X | Employee "off" will return to work 3/15/09. |
| Mobile Radio | R-93277 | | | | X | | | Located in vehicle 1240072. |
| Citizen Band Radio | R-97597 | | | | X | | | Located in vehicle 1218660. |
| Mobile Repeater | R-82450 | | | | X | | | Located in vehicle 1240072. |
| Scanner | R-90162 | | | | X | | | Located in vehicle 1240072. |
| CB Radio | R-99492 | | X | | | | | Located in vehicle 1218660. Database shows at location 201. |
| Weapon | | | | | | | X | Employee "off" will return to work 3/13/09. |
| Weapon | | | | | | | X | Employee "off" will return to work 3/15/09. |
| Weapon | | | | | | | X | Employee "off" will return to work 3/16/09. |

CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
Woodland Area - 280

ATTACHMENT B

| ASSET # | DESCRIPTION | SERIAL # | Y | N | A | T | C | COMMENTS |
|--|-------------|--------------------------------------|------------|---|---|---|---|---|
| Property inspection list to equipment | | | | | | | | |
| 1 | 101721 | RADIOLOGICAL SURVEY METER | 506 | X | | | | |
| 2 | 103511 | RADAR HAND HELD UNITS P047139 | DC9352 | X | | | | |
| 3 | 105729 | PRINTER MOD LASERJET 4000N P043H7028 | USMB101000 | X | | | | |
| 4 | 105864 | PRINTER/FOR PAS DEVICE | 939950028 | X | | | | |
| 5 | 108418 | TIMER REACTION ELECTRONIC HAND-HELD | | X | | | | |
| 6 | 112166 | RADAR VEHICLE MOUNTED | 041678 | X | | | | |
| 7 | 115602 | RADAR, VEHICLE | 043605 | X | | | | |
| 8 | 118974 | PRINTER | MX04I1T02Z | X | | | | |
| 9 | 122043 | PRINTER | JPBTL00137 | X | | | | |
| 10 | 124635 | RADAR VEHICLE | 049678 | X | | | | |
| 11 | 137979 | CANOPY | | | X | | | Item not located. |
| 12 | 142345 | DVD PLAYER | | X | | | | |
| 13 | 145534 | LAPTOP | 0036912889 | | X | | | Employee "off" will return to work 4/09. |
| 14 | 146188 | DIGITAL CAMERA | 2828008328 | X | | | | |
| 15 | 147482 | LAPTOP | 0037134773 | | X | | | Employee "off" will return to work 3/15/09. |
| 16 | 147487 | LAPTOP | 0037134728 | X | | | | |
| 17 | 148027 | LAPTOP | 0037264457 | X | | | | |
| 18 | 148053 | LAPTOP | 0037264416 | X | | | | |
| 19 | 148055 | LAPTOP | 0037264584 | X | | | | |
| 20 | 148082 | LAPTOP | 0037264591 | X | | | | |
| 21 | 148083 | LAPTOP | 0037264526 | X | | | | |
| 22 | 151251 | COMPUTER | 2UA7230GZ0 | X | | | | |

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
Woodland Area - 280

ATTACHMENT B

| | ASSET # | DESCRIPTION | SERIAL # | Y | N | A | T | C | COMMENTS |
|------------------------------------|---------|--------------------------------|-----------------|---|---|---|---|---|-------------------|
| 23 | 151254 | COMPUTER | 2UA7230H6B | X | | | | | |
| 24 | 151255 | COMPUTER | 2UA7230GXX | X | | | | | |
| 25 | 151261 | COMPUTER | 2UA7230GZH | X | | | | | |
| 26 | 159459 | ANALYZER BREATH PAS DEVICE | 082714 | X | | | | | |
| 27 | 159847 | LIDAR SPEED ENFORCEMENT SYSTEM | TS000108 | X | | | | | |
| 28 | 77155 | CAMERA 35MM/50MM LENS | 1344353/5778741 | X | | | | | |
| 29 | 84701 | TV RECIEVER/MONITOR | 75251267 | | X | | | | Item not located. |
| 30 | 93366 | CAMERA STYLUS 200M P029537 | 1630716 | X | | | | | |
| 31 | AF01811 | PRINTER DESKJET 950C #040D2001 | MY07L1F0YP | X | | | | | |
| 32 | XMM081 | PAS DEVICE P029337 | 8581 | X | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| Equipment to inventory list | | | | | | | | | |
| 1 | 101722 | RADIOLOGICAL SURVEY METER | 509 | X | | | | | |
| 2 | 117885 | PRINTER | USBB242169 | X | | | | | |
| 3 | 118575 | DESKJET 970CXI PRINTER | MY9CK111RX | X | | | | | |
| 4 | 120075 | RADAR HANDHELD | GVP02875 | X | | | | | |
| 5 | 125690 | CANOPY | | X | | | | | |
| 6 | 131484 | RADAR VEHICLE MOUNTED | | X | | | | | |
| 7 | 132746 | SCANNER | M1H84E42R | X | | | | | |
| 8 | 145524 | LAPTOP | 0036912837 | X | | | | | |
| 9 | 145533 | LAPTOP | 0036912857 | X | | | | | |
| 10 | 148077 | LAPTOP | 0037264530 | X | | | | | |
| 11 | 151242 | COMPUTER | 2UA7230GXX | X | | | | | |

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CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
Woodland Area - 280

ATTACHMENT B

| | ASSET # | DESCRIPTION | SERIAL # | Y | N | A | T | C | COMMENTS |
|--|---------|---------------------------------------|------------|---|---|---|---|---|------------------------------|
| 12 | 151244 | COMPUTER | 2UA7230H58 | X | | | | | |
| 13 | 159460 | ANALYZER BREATH PAS DEVICE | 082723 | X | | | | | |
| 14 | XMM013 | PAS DEVICE P029337 | 8513 | X | | | | | |
| 15 | XRR0126 | ALCOHOL SCREENING DEVICE/CASE P037047 | 017971 | X | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| Equipment located on-site (not listed on command property list) | | | | | | | | | |
| 16 | | TV, SONY, KDL-32L4000 | 6212110 | | | X | | | New item/needs property tag. |
| 17 | | CD/DVD, SONY, DVP-NS-57P | 7544223 | | | X | | | New item/needs property tag. |
| | | | | | | | | | |

LEGEND

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CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
Woodland Area - 280

ATTACHMENT C

| | ASSET # | DESCRIPTION | VEHICLE/MISC. | VEHICLE/MISC. | SERIAL # | Y | N | A | T | C | COMMENTS |
|--|---------|------------------------------|---------------|---------------|------------|---|---|---|---|---|---|
| Property inspection list to equipment | | | | | | | | | | | |
| 1 | F2793 | Propane Tank | | | 21432 | X | | | | | |
| 2 | R41670 | Mobile Radio | 1239746 | | 9540314 | X | | | | | |
| 3 | R43822 | Mobile Radio | 1248118 | | 9542755 | X | | | | | |
| 4 | R46981 | Mobile Repeater | 1204371 | | | X | | | | X | Located in vehicle 1239746. |
| 5 | R49552 | Mobile Radio | | 1270446 | | X | | | | | |
| 6 | R51061 | Scanner | 1204380 | | 95005063 | X | | | | | |
| 7 | R53596 | Citizen Band Radio | | | 45013586 | | X | | | | Item not located. |
| 8 | R57510 | Control Head - Mobile | 1240084 | | | X | | | | | |
| 9 | R58224 | Mobile Radio | | | 9934945 | X | | | | X | Located in vehicle 1218660. |
| 10 | R61058 | Hand-Held Radio | 14966 | | 402AWUG450 | X | | | | | |
| 11 | R61076 | Hand-Held Radio | 15128 | | 402AWUF274 | X | | | | | |
| 12 | R61204 | Hand-Held Radio | 09630 | | 402AWUF397 | X | | | | | |
| 13 | R63302 | Hand-Held Radio | 14853 | AREI-08 | 402AWY1038 | | X | | | | Employee "off" will return to work 4/13/09. |
| 14 | R64848 | Hand-Held Radio | 17351 | MM #08-044 | 402AWY7164 | | X | | | | DGS staff took for repair. |
| 15 | R65152 | Hand-Held Radio | 16632 | AREI-08 | 402AWYA839 | | X | | | | Employee "off" will return to work 3/30/09. |
| 16 | R66864 | Hand-Held Radio | | | 402AXA3619 | X | | | | | |
| 17 | R70620 | Battery Charger - Radio | | | | X | | | | | |
| 18 | R71543 | Analyzer/Conditioner - Radio | | | | X | | | | | |
| 19 | R77027 | Control Head - Mobile | | | | X | | | | X | Located in vehicle 1270356. |
| 20 | R81678 | Control Head - Mobile | C1996E | 958713 | | X | | | | | |
| 21 | R82145 | Control Head - Mobile | 1215582 | | | X | | | | | |
| 22 | R89511 | Control Head - Mobile | 1270356 | | | X | | | | | |

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CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
Woodland Area - 280

ATTACHMENT C

| | ASSET # | DESCRIPTION | VEHICLE/MISC. | VEHICLE/MISC. | SERIAL # | Y | N | A | T | C | COMMENTS |
|------------------------------------|---------|--------------------------|---------------|---------------|--------------|---|---|---|---|---|---|
| 23 | R90135 | Scanner | 1239842 | Visteon | 316Z44000491 | X | | | | | |
| 24 | R90220 | Scanner | 1248118 | | 316Z44000377 | X | | | | | |
| 25 | R90444 | Hand-Held Radio | 16527 | | 355CEC0800 | | X | | | | Employee "off" will return to work 3/15/09. |
| 26 | R93277 | Mobile Radio | 1239833 | Visteon | 60300134 | X | | | | X | Located in vehicle 1240072. |
| 27 | R93303 | Mobile Radio | 1239842 | Visteon | 60200231 | X | | | | | |
| 28 | R97597 | Citizen Band Radio | | | 54025481 | X | | | | X | Located in vehicle 1218660. |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Equipment to inventory list | | | | | | | | | | | |
| 1 | F2264 | Transfer Switch | | | I930519436 | X | | | | | |
| 2 | R37298 | Base Station - rack type | | | | X | | | | | |
| 3 | R44226 | Mobile Radio | C1996E | 958713 | | X | | | | | |
| 4 | R44604 | Mobile Repeater | 1215582 | | 7553171 | X | | | | | |
| 5 | R46523 | Mobile Repeater | | | 7724103 | X | | | | | |
| 6 | R53428 | Mobile Radio | 1215582 | | 9543049 | X | | | | | |
| 7 | R54304 | Scanner | 1239746 | | 45005259 | X | | | | | |
| 8 | R61060 | Hand-Held Radio | 12056 | | 402AWUG451 | X | | | | | |
| 9 | R64824 | Hand-Held Radio | 14424 | AREI-08 | 402AWY7546 | X | | | | | |
| 10 | R67765 | Hand-Held Radio | 17763 | AREI-08 | 402AXA4237 | X | | | | | |
| 11 | R70042 | Base Station - rack type | | | 1590201 | X | | | | | |
| 12 | R70959 | Battery Charger - Radio | | | | X | | | | | |
| 13 | R78899 | Control Head - Mobile | C2793P | | | X | | | | | |
| 14 | R82116 | Announcer - Telephone | | announcer | 39723 | X | | | | | |
| 15 | R82450 | Mobile Repeater | 1239833 | Visteon | 734113 | X | | | | X | Located in vehicle 1240072. |

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**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
Woodland Area - 280**

ATTACHMENT C

| | ASSET # | DESCRIPTION | VEHICLE/MISC. | VEHICLE/MISC. | SERIAL # | Y | N | A | T | C | COMMENTS |
|--|---------|------------------|---------------|---------------|--------------|---|---|---|---|---|--|
| 16 | R86318 | Remote Console | | | 1217 | X | | | | | |
| 17 | R87219 | Telephone System | | | | X | | | | | |
| 18 | R90079 | Scanner | 1161472 | Visteon | 316Z44000471 | X | | | | | |
| 19 | R90162 | Scanner | 1239833 | Visteon | 316Z44000601 | X | | | | | |
| 20 | R96194 | UPS | | | JB0511010733 | X | | | | | Located in vehicle 1240072. |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Equipment located on-site (not listed on command property list) | | | | | | | | | | | |
| 21 | R-99492 | CB Radio | | | | | | X | | | Located in vehicle 1218660. Database shows at location 201. |

LEGEND

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**CALIFORNIA HIGHWAY PATROL
2009 FLEET INSPECTION REPORT
Woodland Area - 280**

ATTACHMENT D

| | EQUIPMENT NUMBER | LICENSE NUMBER | EQUIPMENT TYPE | SERIAL NUMBER | Y | N | A | T | C | COMMENTS |
|--|---------------------|-------------------|----------------|-------------------|---|---|---|---|---|----------|
| Property inspection list to equipment | | | | | | | | | | |
| 1 | 1239842 | 1239842 | 2006FOR-CRNVIC | 2FAHP71W56X141219 | X | | | | | |
| 2 | 1248051 | 1248051 | 2007FOR-CRNVIC | 2FAHP71W27X107112 | X | | | | | |
| 3 | 1270525 | 1270525 | 2008FOR-CRNVIC | 2FAHP71V18X139784 | X | | | | | |
| 4 | T356 | 19528 | 2007NATL | 1N9ME111X6S272066 | X | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Equipment to inventory list | | | | | | | | | | |
| 1 | 1204380 | 1204380 | 2005FOR-CRNVIC | 2FAHP71W75X153578 | X | | | | | |
| 2 | 1215582 | 1215582 | 2006FOR-CRNVIC | 2FAHP71W06X140835 | X | | | | | |
| 3 | 1240072 | 1240072 | 2006FOR-CRNVIC | 2FAHP71W86X141327 | X | | | | | |
| 4 | 1240085 | 1240085 | 2006FOR-CRNVIC | 2FAHP71W76X141450 | X | | | | | |
| 5 | 1270355 | 1270355 | 2008FOR-CRNVIC | 2FAHP71VX8X115435 | X | | | | | |
| 6 | 1270446 | 1270446 | 2008FOR-CRNVIC | 2FAHP71V78X120043 | X | | | | | |

LEGEND

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Department of California Highway Patrol
Complete Area Inventory
280 - Woodland

February 19, 2009

Officer Issued Weapons

(201) Issued to officer

| | <u>ID#</u> | <u>Last Name</u> | <u>First Name</u> | <u>Ser#</u> | <u>Control#</u> | <u>Comments</u> |
|---|------------|------------------|-------------------|-------------|-----------------|------------------------------------|
| | | | | | | |
| N | () | | | | | Employee "off" will return 3/13/09 |
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| Y | () | | | | | |
| N | () | | | | | Employee "off" will return 3/15/09 |
| N | () | | | | | Employee "off" will return 3/10/09 |
| | | | | | | |
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| Y | () | | | | | |

280 - Woodland

February 19, 2009

Loaner:

(202) Issued to Area/Division

Ser#Control#Comments

Issued to Area/Division:

Comments

Dummy Field Issue:

Comments

February 19, 2009

The image shows a document page. The left half of the page is completely obscured by a large, solid black rectangular redaction. To the right of this redacted area, there is a vertical column of approximately 15 horizontal lines, resembling a list or a form template. The lines are evenly spaced and extend across the width of the right-hand section of the page.

Issued to Officer: [REDACTED]

40

Comments

Issued to officer: [REDACTED]

Officer Issued Weapons Total:

Comments

[REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

Department of California Highway Patrol
Complete Area Inventory
280 - Woodland

February 19, 2009

(202) Issued to Area/Division

Ser#

Control#

Comments

Issued to Area/Division:

(202) Issued to Area/Division

Ser#

Control#

Comments

Issued to Area/Division:

Area Issued Weapons Total:

Area Grand Total:

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION